

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON TUESDAY, JANUARY 16, 2018 IN THE MEN'S LOUNGE, CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, AZ.

A Regular Meeting of the Planning Commission of the Town of Clarkdale was held on Tuesday, January 16, 2018 at 4:00 p.m., in the Men's Lounge, Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

Planning Commission:

Chair	Ida-Meri deBlanc	Present
Vice Chair	John Erickson	Present
Commissioners	Jorge Olguin	Present
	Craig Backus	Present
	Deborah Hunseder	Present

Staff:

Community Development Director	Jodie Filardo
Planning Manager	Beth Escobar

1. **CALL TO ORDER:** Chair deBlanc called the meeting to order at 4:00 p.m.
2. **ROLL CALL** Director Filardo called the roll.
3. **PUBLIC COMMENT:** The public is invited to provide comments at this time on items that are not on this agenda. Action taken as a result of public comment will be limited to directing Staff to study the matter, or scheduling the matter for further consideration and decision on a later agenda, as required by the Arizona Open Meeting Law. Each speaker is asked to limit comments to **FIVE MINUTES**.

There was no public comment.

4. **MINUTES:**
 - a. Consideration of the **Regular Meeting Minutes of December 19, 2017.**
Commissioner Hunseder moved to approve the Regular Meeting Minutes of November 21, 2017. Commissioner Erickson seconded the motion. The motion passed unanimously.

5. **REPORTS:**

Chairpersons and Members Report:

Chair de Blanc reported that the weekly Game Day event has transitioned with support of Town staff and volunteers. Participation is growing.

Vice-chair Erickson reported the first round of the Food Pantry being run by St. Thomas Episcopal Church has been successful and will continue on every Tuesday starting in February. They hope to expand and reach out to homebound residents.

Commissioner Backus reported that he heard El Toreo will be moving into Nate's Cowboy Café's old location. Staff stated they had met with the owners who hope to be in operation at this new location by February.

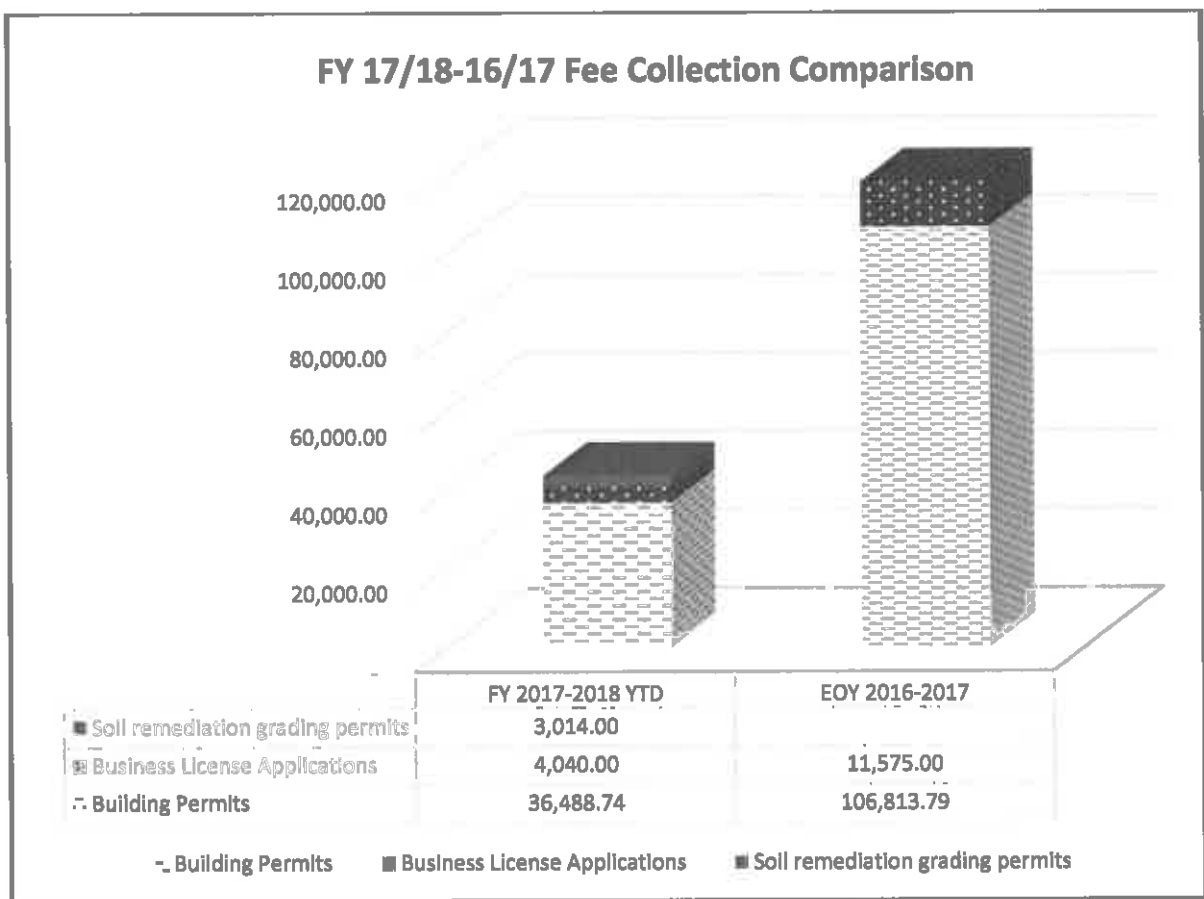
Director's Report

Director Filardo reported that the Clarkdale Downtown Business Alliance, through working with the Clarkdale Community Foundation, is now an official non-profit organization.

YTD Metrics as of December 2017 (50% complete) –

Building Permit Fees Collected = 48.7% of annual goal of \$81,000.

Business License Applications = 50.5% of annual goal of \$8,000.



6. Open Projects as of 1-9-18 – Balances due reflect permits awaiting pickup in CDD

*** PROJECT TYPE RECAP ***

PROJECT TYPE	# OF PROJECTS	BALANCE
-----ACC-----		
ACCESSORY STRUCTURE	9	180.00
BP - BUILDING OTHER	5	0.00
BP - BUILDING REMODEL	13	2,452.80
BPC - BUILDING COMMERCIAL	1	0.00
BPR - BUILDING RESIDENTIAL	17	18,593.25
CU - CONDITIONAL USE	1	0.00
DECKS - DECKS	1	0.00
DM - DEMOLITION	2	0.00
EG - EXCAVATING & GRADING	4	0.00
ELECTRICAL - SOLAR	11	50.00
GSM - GRADING - SOIL REMED.	53	7,290.00
MH - MANUFAC HOME	2	0.00
PL - PLUMBING	3	55.00
RE-ROOF - RE-ROOF	8	0.00
SG - SIGN	1	0.00
SWIMPOOL - SWIMMING POOL	2	0.00
WF - WALL/FENCE	7	0.00
*** TOTALS ***	140	28,621.05

7. Upcoming Clarkdale Events -
8. 3-10-18 - Clarkdale Car Show and Chili Cook-off
- 4-14-18 - Home Tour and Bank Robbery Reenactment
- 4-21-18 - Upper Verde River Fest - To be confirmed
9. Project updates.

United Verde Soil Program. An additional 13 soil remediation grading permits were issued this week and two more are pending review for a total of 27 permit applications received. No remediation work has actually begun yet.

Bitter Creek Industrial Area Development and Infrastructure Plan. The engineering contract for the feasibility study was presented to Council for approval on

Cars, Trucks, Motorcycles, Ford, Dodge, Mazda & SUV

8th Annual

CLARKDALE CAR SHOW & CHILI COOK-OFF



SATURDAY, MARCH 10, 2018
9 AM-2 PM (no early entry)

HISTORIC DOWNTOWN CLARKDALE
CLARKDALECARSHOW.COM
REGISTRATION LIMITED TO 150 CARS

\$20 PER VEHICLE ON OR BEFORE 2/28/18
\$30 PER VEHICLE AFTER 2/28/18

PRIZES
FREE ADMISSION VERDE VALLEY CHILI COOK-OFF
LIVE MUSIC BY PK GREGORY

HOSTED BY THE CLARKDALE FOUNDATION & THE CLARKDALE DOWNTOWN BUSINESS ALLIANCE

December 12th. With this contract, the estimated time of completion for the study is March 2018.

Solar Installations. Clarkdale now has 209 Solar Electric / 4 Solar Heated Water / 15 Solar Electric & Heated Water installations bringing our total Clarkdale of installed solar units to 228.

Mountain Gate Update. Staff met with Ralph Clemmer of Mountain Gate to review the proposed layout for four new model homes to be constructed by Mandalay Homes. These will be located on Cleopatra Hill Road and will include a parking area with an ADA portable toilet. They will have 14 separate models including variations on these four master plans. We anticipate receiving the building permits for the new model home complex in the next two weeks. The partnership between BC Land Group and Mandalay Homes was finalized on December 12. Mandalay Homes has already added the Mountain Gate project to their website and begun taking lot reservations: Mandalay Homes.

Verde River Exchange. Staff met with Jocelyn Gibbon, consultant for the Verde River Exchange Program. This program, developed by the Friends of the Verde River Greenway, allows for conservation of ground water through the purchase of water credits. Jocelyn is exploring options to involve local municipalities in incorporating the Water Offset Credits Program into development and planning decisions. Staff informed Jocelyn about Clarkdale's two recently adopted regulations, the Transfer of Development Rights and Croplands Ordinances that could incorporate including an offset program into new development projects. Staff looks forward to this continuing discussion. More information about this program is available at Verde River Exchange - Water Offset Program.

Enhanced Technology for CDD Customer Service. A new addition to CDD is the installation of an unused monitor to improve customer service at the front desk – the brainchild of Guss Espolt, with installation help from Paul Grasso and Peter deBlanc. This monitor usually plays the ExperienceClarkdale.com home page in rotation until it is needed to display electronic files to the individual at the front counter. With the digitization of all the permanent property files, CDD is now able to display all data related to a given parcel on behalf of residents, realtors, and homebuyers alike.



United Verde Soil Program. The eight permits received December 14 have completed the permit review process and are ready to issue pending review by Public Works. Seven additional permits were submitted December 21 and are being processed. Fifty-four permit applications have now been submitted.

10. Marketing. Town Website research. Staff reached out to the team at ReviZe to obtain a target training and implementation timetable. ReviZe is planning to deliver a site to the Town at the end of February. With the delivery, the content from the current pages from our website will be installed in the new format. Once the lead team is trained, a training for the remainder of the staff will take place. Based on what ReviZe sent and barring no delays, training of individuals in each department to update and manage their own pages will likely take place in mid-February. Once individuals are trained, each will replace the pages they are assigned one at a time as their new upgrades are reviewed and approved.

11. OLD BUSINESS: DISCUSSION/POSSIBLE ACTION regarding the Central Business District Focus Area Plan and review of public input received.

Senior Planner Escobar summarized the staff report:

Background:

The Commission has spent some time examining the impact of parking availability on the economic development potential of the Central Business District. After much discussion, staff has determined the best alternative to addressing the parking challenges in the Focus Area is to complete a parking study to identify locations for additional parking. This would be an engineered plan that designed appropriate parking spaces and sizes and addressed drainage and safety issues.

Some best practices to incorporate into the parking study:

- Have a base of daily available parking
- Be able to expand quickly when additional parking is needed (contingency based planning)
- Identify zones for longer term parking (in excess of 2 hours) for use by business owners and employees
- Identify parking areas for large vehicles – commercial and RV parking
- Examine appropriate area for angled parking and potential back-in parking
- Incorporate motorcycle, bicycle and electric car parking areas with charging stations
- Weigh impact of potential new parking areas to adjacent residences

A slide is included in the Central Business Focus Area Plan that identifies future potential parking areas. Each of the areas could be examined during the study to determine the feasibility of developing additional parking at specific locations.

Other changes to the Plan:

The presentation has been reformatted for clarity. Specific strategies have been added (Slide #16).

Commission Action

Staff is requesting the Commission provide specific direction on the Focus Area Plan and/or recommend the Plan move forward to Town Council for consideration.

Commission Discussion

Commissioner Erickson summarized his recommendations regarding parking in the Central Business District:

- Repaint all existing parking places in the downtown area and budget to do that twice a year.
- Repaint the "in" and "out" arrows at the town parking lot - again budget for twice a year.
- Red paint at the entrance and exit of downtown alleys - about 14' on either side of the alley.
- Red paint in front of all fire hydrants - I think there are three in the area. There are other areas that had red paint. Can look at those spaces.
- Yellow paint in front of the bus stop.
- Remove 2 hour parking sign on 10th street.
- Museum parking area - west of the building on First North Street - continue to cut the weeds and paint the "log" in front of the space white.
- People will figure out how and where to park once the area is cleaned up - another budget item - town staff.
- Old tennis court - the town may need to have a conversation about parking there with the owners. Mark spaces?
- First South - park side - angle parking from??? or leave as it without any marking as now - no marked spaces.
- When the new fire station is built there will be a few additional spaces in the area along 9th street in front of the building.
- Parking area marked #7 - on First South - no marking - does Mr. Synder have an access point to the lot?
- Green property - wine event last year used that spaces for valet parking and was handled by a private group.
- Dragons Triangle area - maybe mark with lime for a downtown event same with the small area near 10th and the Parkway by the white house.
- If angle parking is considered then are some street made one-way? Interesting.
- Angle parking on First South on Park side - from 11th to 9th - one way. Also did that same thing from 9th to 11th one way on First South to 11th. Don't know if we would pick any worthwhile parking spaces but it was fun to try the angle parking. Most marked parking spaces are 8' x about 25'.
- Commissioner Olguin stated we need to maximize what exists.
- Commissioner Hunseder stated that repainting parking space markings and curbs once a year should be sufficient.
- Chair de Blanc stated the less formal parking that occurs during events like Concerts in the Park seems to work well
- Commissioner Olguin stressed it was important to keep in mind the impact of any expansion on the current residents

Commission Action:

Commissioner Hunseder moved to move the draft Central Business District Focus Area Plan forward to Council for consideration after language has been added to slide #16 conducting a parking study and recognizing development impact to existing residents in the downtown area.

7. FUTURE AGENDA ITEMS:

- a. The Commission will begin working on the last focus area plan for the Broadway Corridor at the February meeting.

8. ADJOURNMENT:

- a. Commissioner Backus moved to adjourn the meeting. Commissioner Olguin seconded the motion. The meeting was adjourned at 4:34 p.m.

APPROVED BY:



Ida deBlanc
Chairperson

SUBMITTED BY:



Beth Escobar
Planning Manager

